

29 JUN 1964

MEMORANDUM FOR: Chief, Audit Staff

SUBJECT : Education Allowances for [ ] Personnel

REFERENCE : Memorandum for Chief, Finance Division from  
Acting Chief, Audit Staff dated 5 March 1963

25X1A2G 1. In reply to referenced memorandum the education allowances paid to the [ ] personnel were recorded in Headquarters Memorandum Accounts for further follow-up. A resume of action taken is as follows:

a. Action completed 9 April 1963 on paragraph 1 of reference.

	<u>Employee</u>	<u>Voucher Number</u>	<u>Date</u>	<u>Amount</u>	<u>Remarks</u>
25X1A2E	[ ]	319218	25 Oct. 1962	\$1,160.00	Adjusted by
		324019	21 Nov. 1962	2,092.00	You. # 350792
		312371	19 Sept. 1962	3,330.00	dated 9 April
		328821	19 Dec. 1962	73.98	1963. Amounts
					recorded in
					Individual Memo-
					randum Accounts.
25X1A2E	[ ]	243262	2 Apr. 1962	500.00	These amounts
		249950	11 May 1962	185.26	represents reim-
		310276	6 Sept. 1962	1,274.74	bursement to the
		249947	11 May 1962	1,300.00	employees for
					accountings sub-
					mitted for educa-
					tion allowance.
					No action was
					taken to record
					these in the Memo-
					randum Account.

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SUBJECT: Education Allowances for [ ] Personnel

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b. Follow-up action on Memorandum Accounts

<u>Employee</u>	<u>Voucher Number</u>	<u>Date</u>	<u>Amount</u>	<u>Remarks</u>
25X1A2E	385235	3 June 1963	\$1,160.00	Accountings
	413480	17 Sept. 1963	2,092.00	submitted to
	431542	20 Dec. 1963	3,300.00	clear Memo-
	436886	23 Jan. 1964	30.00	randum Accounts.
	431776	23 Dec. 1963	73.98	

25X1A2E 2. Per paragraph 2 of reference, the excess payment to [ ] was recovered from the employee on Voucher # 413480 when accounting was submitted on education allowance for 62-63 School Year.

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3. In the interest of strengthening controls on the payments of educational allowances to employees under non-official cover, the amounts paid are being recorded in individual Headquarters Memorandum Accounts.

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[ ]  
Chief, Confidential Funds Division

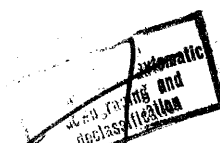
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25X1A9A CFD/O&L/2/HM: [ ] 24 JUN 1964

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